

Lakeland Board of Education

Monitoring: Review: Annually, in October	Descriptor Term: <p style="text-align: center;">Equipment and Supplies: Borrowing and Renting</p>	Descriptor Code: <p style="text-align: center;">3.301</p> Rescinds:	Issued Date: <p style="text-align: center;">04/14/14</p> Issued:
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- 1 Staff members may borrow school equipment and materials at no cost when such use is directly related
- 2 to their employment and when approval has been granted by the principal. Staff members shall be
- 3 responsible for any lost or damaged equipment and materials.

- 4 Students may borrow school equipment and materials at no cost when such use is directly related to
- 5 their studies or extracurricular activities and when approval has been granted by the principal. Students
- 6 shall be responsible for any lost or damaged equipment and materials.

- 7 Vehicles, vocational-type equipment, and cleaning and maintenance equipment shall not be borrowed
- 8 or rented for personal use by anyone.

- 9 The superintendent or his designee shall develop procedures to ensure proper controls, monitoring, and
- 10 returns of all borrowed ~~or~~ equipment or supplies.